

8/1/94
B1

Bulletin No. 94-40

P-2510

P-2510 New Applications (Continued)

B. Forms

Use the following forms when determining Food Stamp eligibility and benefit level. Those which the applicant or household member must sign are underlined.

- DSW 200 - Change Report and postage-paid return envelope to be sent with each grant or change notice.
- DSW 201 - Application
- DSW 201A - Agreement to Report Change
- DSW 201F - Food Stamp Questionnaire. Completed by client to determine eligibility for expedited service.
- DSW 202 - Statement of Need
- DSW 202H - Shelter Expense Statement. Give this form to the client, except in cases of home ownership, if verification of the shelter arrangement is needed. The client may remove the top part of form for confidentiality reasons. If either the client or landlord objects to using this form, some other type of verification may be used. It must include the signature of the landlord and client and all the same information.
- DSW 202V - Verification Request. Give to the applicant household during the interview, if all needed verification is not provided at that time. Allow at least 10 days to provide the information. (The 10-day period should start from the date the household receives the DSW 202V. If the DSW 202V is mailed to the applicant, add two more days for mailing time.)
- DSW 202V2 - Verification Reminder Notice. Mail to the applicant household if all information requested on the DSW 202V has not been provided when due. Give the household 10 days to provide the information. (Allow 2 additional days for mailing time.)

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DSW 203C - Food Stamp Eligibility Worksheet

DSW 215A - One of these forms must be submitted as proof of application for a SSN (see P-2122 [B][15]).

SSA 5028
SSA 2853

DSW 218FS - Food Stamp Work Registrant's Responsibilities and Rights. This form is used in ADO and BDO.

DSW 218FSWR - Food Stamp Work Registration Form

HDO, JDO, LDO, MDO, NDO, RDO, SDO, TDO, VDO and YDO use this form for compliance with the work registration requirement. It is completed at the time of application and once every twelve months thereafter as a condition of eligibility for households including members not exempt from work registration. File in case record.

DSW 220 - Notice of Decision

DSW 225FS - Food Stamp Identification Card for each eligible household. Include the name of the authorized representative on the card if appropriate.

SSA-491 TC - TPQY Input; Third Party Query Cards for social security benefits received. (Used when information is not available through ACCESS.)